

MAR 12 2013

**Department of Housing and
Community Development**

ANNUAL HOUSING ELEMENT PROGRESS REPORT

City or County Name: City of Calistoga

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Reporting Period by Calendar Year: from 1/1/12 to 12/31/12

These forms and tables, (see sample – next page) must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1, of each year for the prior calendar year; submit separate reports directly to both HCD and OPR (Government Code Section 65400) at the addresses listed below:

Department of Housing and Community Development

Division of Housing Policy Development

P.O. Box 952053

Sacramento, CA 94252-2053

-and-

Governor's Office of Planning and Research

P.O. Box 3044

Sacramento, CA 95812-3044

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Jurisdiction	City of Calistoga
Reporting Period	1/1/2012 - 12/31/2012

Table A

Annual Building Activity Report Summary - New Construction Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information										Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8	
Project Identifier (may be APN No. project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.	
			Very Low- Income	Low- Income	Moderate- Income	Above Moderate- Income						
(9) Total of Moderate and Above Moderate from Table A3			▲	▲	0	0	0					
(10) Total by income Table A/A3			▲	▲	▲							
(11) Total Extremely Low-Income Units*												

*** Note: These fields are voluntary**

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program it its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

Table A3
Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate						0	0
No. of Units Permitted for Above Moderate						0	0

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		RHNA Allocation by Income Level	2007	2008	2009	2010	2011	2012	Year 7	Year 8	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6				
Very Low	Deed	17		8							8	9
	Restricted Non-deed restricted											
Low	Deed	11		16							16	-5
	Restricted Non-deed restricted											
Moderate	Deed	18										17
	Restricted Non-deed restricted		1								1	
Above Moderate		48	9	2	1						12	36
Total RHNA by COG. Enter allocation number:		94	10	26	1	0	0	0			37	57
Total Units												
Remaining Need for RHNA Period												

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Table C
Program Implementation Status

[illegible]

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Reporting Period	1/1/2012 - 12/31/2012

General Comments:

None.

Calistoga Housing Element 2012 Annual Report

Housing Element Action		Status	Actions Taken in 2012
H-1.1/A1	Create and maintain a list and map of vacant and underutilized infill sites for dissemination to interested developers, and publish it on an annual basis.	Ongoing	No changes needed to list or map included in the Housing Element
H-1.2/A1	<p>Amend the Zoning Ordinance to include standards and incentives which will encourage and facilitate mixed-use development. Consideration should be given to the following:</p> <ul style="list-style-type: none"> • Allowing increased heights for mixed-use development in appropriate areas. • Allow for ground floor residential uses in the Downtown Commercial District (ground floor residential uses along Lincoln Avenue between Cedar Street and Wappo Avenue shall be limited to portions of the building that do not front Lincoln Avenue). • Establishment of provisions/ incentives for allowing shared parking in mixed-use development projects. • Provision of incentives for projects with units that are affordable to moderate, low, very-low and extremely-low income households. 	Not completed	--
H-1.2/A2	Review and update as necessary Zoning Ordinance standards for multi-family development in the R-3 zoning district to ensure that development at the maximum allowable density is achievable.	Not completed	--
H-1.2/A3	Amend the Zoning Ordinance to allow agricultural employee housing for six or fewer persons by right in the R-1 Zoning District, subject to the same regulations as a single-family dwelling.	Completed (2012)	No further action required
H-1.2/A4	Amend the Zoning Ordinance to permit multi-family housing as a matter of right in the R-3 and Community Commercial	Not completed	--

Housing Element Action		Status	Actions Taken in 2012
	Amendment of the Zoning Ordinance as outlined above will be preceded by the adoption of non-discretionary design standards.		
H-2.1/A3	Amend Calistoga's Affordable Housing Ordinance to create a range of options for non-residential development projects to address their inclusionary housing requirement. The range of options should include: fee-in-lieu payment, on-site or off-site development, dedication of land, and other alternative equivalent actions for providing affordable housing for an adequate portion of their workforce.	Not completed	--
H-2.1/A4	Consider amending the R-2 Zoning District to make it a zoning district primarily intended for the development of "for-sale" single-family attached homes (e.g., duets, townhomes and condominiums).	Not completed	--
H-2.2/A1	Update design standards for single-family residential dwellings (including mobile homes, manufactured homes and factory-built homes) to ensure that they are consistent with current construction practices and housing products.	Not completed	--
H-2.2/A2	Continue to monitor and explore the feasibility of adopting a Mobile Home Park Conversion Ordinance to require assessment of impacts, relocation assistance and public hearing before a mobile home park can be converted to other uses.	Protection already provided for by state law. All mobilehome parks are zoned MHP and would require legislative action prior to conversion	No further action required
H-2.2/A3	Continue to administer the City's Mobile Home Rent Stabilization Ordinance.	Ongoing	No rent increases subject to the RSO were proposed in 2012
H-2.2/A4	Coordinate with mobile home park owners to promote continued upkeep of the mobile home parks.	Ongoing. Maintenance addressed during periodic inspections.	--
H-3.1/A1	Continue to require new commercial and industrial development to participate in the City's inclusionary housing program to provide housing for	Ongoing	Affordable housing fees were assessed to commercial and industrial development during 2012

Housing Element Action		Status	Actions Taken in 2012
	and the City's website of available special assistance programs available through public and private agencies.		
H-3.2/A5	Amend the Zoning Ordinance to treat transitional and supportive housing as residential uses subject to the same permitting processes of similar uses in the same zone and without undue special regulatory requirements.	Completed	No further action required
H-3.2/A6	Amend the Zoning Ordinance to allow emergency shelters without a Conditional Use Permit or other discretionary approval in the CC Zoning District.	Completed	No further action required
H-3.2/A7	<ul style="list-style-type: none"> Enforce State requirements for accessibility and adaptability in all existing and new housing projects. Analyze City ordinances and procedures for adverse impacts on the development, maintenance and improvement of housing for persons with disabilities. Seek grants to retrofit existing housing to provide accessibility where requested Develop information bulletins to inform residents and developers of issues relating to reasonable accommodation. 	<p>Ongoing</p> <p>Not completed</p> <p>Not completed</p> <p>Not completed</p>	<p>No opportunities for enforcement</p> <p>--</p> <p>--</p> <p>--</p>
H-3.2/A8	Maintain a list of available federal, state and local programs that support housing for special needs groups.	Ongoing	Information posted on City web site
H-3.2/A9	Provide information sheets at City Hall about the new 211 phone system, which provides phone assistance to persons in need of emergency shelter.	Ongoing	Flyers provided at City Hall
H-3.3/A1	Establish a local cash match program that provides, as economic resources may permit, City funds equal to the amount of funds received from other resources to rehabilitate and develop affordable housing.	Revenues in the Housing Trust Fund are available to develop affordable housing	Housing Trust Fund maintained during 2012
H-3.3/A2	The City Council may allocate, as economic resources permit, a portion of any tax revenue resulting from new	Ongoing	No tax revenue allocated during 2012

Housing Element Action		Status	Actions Taken in 2012
	to the web sites of local housing organizations and housing agencies.		
H-4.1/A1	Offer on-going technical assistance to aid homeowners in maintaining, upgrading and improving their property.	Ongoing	Assistance provide by City staff
H-4.1/A2	Cooperate with volunteer groups such as Rebuilding Calistoga when consulted by these groups, to help very low- and low-income home-owners and renters to maintain and upgrade their property.	Ongoing	\$10,000 in funding contributed to Rebuilding Calistoga 2012
H-4.1/A3	Continue a voluntary inspection program to identify unsafe structures and give property owners ample opportunity to correct deficiencies within a reasonable time frame.	Ongoing	Staff inspected structures on request and worked to correct deficiencies
H-4.1/A4	Establish a proactive program that encourages property owners to properly maintain and upgrade their property, and voluntary inspections of common problems associated with older housing.	Not completed	--
H-4.1/A5	Develop and adopt a procedure as part of the City's Code Enforcement Program for the City to intervene when a property is becoming seriously deteriorated, especially if it is of historic significance.	Not completed	--
H-4.1/A6	Establish an annual inspection program to enforce health and safety codes and abate unsafe living conditions in the City's multiple-unit housing stock.	Not completed	--
H-4.2/A1	Consider reducing fees as economic resources permit for review of home owner-related planning applications (i.e., second units, variances, design review).	Not completed	The City's economic resources did not allow for fee reductions
H-4.2/A2	Develop a strategy to support the rehabilitation of older residential neighborhoods. This strategy should include adoption of a Mills Act program to encourage preservation of historic homes and the identification and promotion of other non-city programs that support housing rehabilitation.	Partially completed. Mills Act Program established (Res. No. 2010-085)	--
H-5.1/A1	Amend Use Permit requirements for bed and breakfast units to include a	Not completed	Existing provisions require owner or resident manager to

Housing Element Action		Status	Actions Taken in 2012
	unused allocations between 5 year housing cycles. Rolled over allocations shall be made available to residential projects in all income categories.		
H-7.1/A1	Promote the enforcement activities of the State Fair Employment and Housing Commission and the U.S. Department of Housing and Urban Development Office of Fair Housing and Equal Opportunity.	Ongoing	Fair housing links posted on City web site and service contract maintained with Napa Valley Fair Housing
H-7.1/A2	Continue to work with local organizations to perform landlord-tenant education, conciliation and fair housing intake of discrimination complaints, investigation and enforcement.	Ongoing	Service contract maintained with Napa Valley Fair Housing
H-7.1/A3	Continue to work to educate the public and the housing industry regarding their rights and responsibilities.	Ongoing	Fair housing links posted on City web site and service contract maintained with Napa Valley Fair Housing
H-7.1/A4	Distribute information about fair housing at City Hall, on the City's web site and through local organizations that provide housing-related services. Consider holding workshops for landlords and tenants to educate both about fair housing laws.	Ongoing	Fair housing links posted on City web site and fair housing information provided by Calistoga Family Center
H-7.1/A5	Continue to refer questions regarding housing and job translation to the Calistoga Family Center and other similar organizations.	Ongoing	Referrals were made to Calistoga Family Center
H-7.1/A6	Adopt HCD's model ordinance for "Universal Design" to guide builders in incorporating housing features that accommodate use of the housing by people with disabilities. Provide informational materials and resource referrals to housing developers about the concepts of "Universal Design," which include user-friendly architecture, barrier-free design and comfortable environments, in order to encourage them to incorporate them into new development so that people of all age groups and physical health can function	Not completed	Disabled-accessible requirements of state building code enforced

Housing Element Action	Status	Actions Taken in 2012
		<ul style="list-style-type: none"> Reviewed conceptual plans for a 56-unit apartment project targeted to households with a maximum target income of 60% of area median income. <p>Based on construction that has occurred since 1/1/07, there is a remaining need for 9 very-low income, 17 moderate-income and 36 above-moderate income units. The City's share of low-income housing has been exceeded by 5 units.</p>